

UPGRADING MAINE COUNTY LAW LIBRARIES

A REPORT TO THE ADVISORY COMMITTEE ON
COUNTY LAW LIBRARIES

BY

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REVISION AND ADDITION

TO

DONALD L. GARBRECHT

Preliminary Report

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INTRODUCTION

The need for reorganization has not been elaborated herein. I feel we should do so at the time our report is finalized. We need to bring out the court related nature of the county law libraries. In addition, 'county' denotes certain funding and nature. Perhaps we should consider changing the name of the county law libraries.

Specific analysis of each county law library will be done when collection standards are adopted by the Committee. At that time, exchange of needed/unneeded materials between libraries, exact cost to bring collection to suggested standards, what can be sold and what has no value can all be elaborated. Lists of each library's needs and their duplicates can help facilitate putting each collectiin at the minimum level.

There are two types of legal materials a library might have which would not be in the minimum collection. First, there are those which are dead and require space but no upkeep cost. Secondly, the sets which have updating costs and more space needs. The first can be kept in a library as long as space permits. The second type should not be maintained in a library unless both space and annual upkeep costs are taken into account.

(Revised 7/30/79)

ASSIGNMENT OF COUNTY LAW LIBRARIES

TO PROPOSED TIER SYSTEM

Summary

Tier I -

Complete collection; act as regional library for smaller libraries in geographical area; well-staffed.

Cumberland (Portland)
Penobscot (Bangor)

Note: This assumes all members of Maine's legal community will have access to the legal resources of the State Law Library and the University of Maine Law Library.

Tier II -

Fairly comprehensive collection; centers of judicial and legal activity; good cooperation with Tier I; some staffing; provide limited materials to Tiers III and IV.

Androscoggin (Auburn)
Aroostook/Houlton
Hancock (Ellsworth)

Tier III -

Limited collection, though basic Maine, New England and federal collections; access to libraries in Tiers II and I; provide some materials to Tier IV.

Franklin (Farmington)
Kennebec (Augusta)
Knox (Rockland)
Lincoln (Wiscasset)
Oxford (So. Paris)
Somerset (Skowhegan)
Waldo (Belfast)
Washington (Machias)
York (Alfred)

Tier IV -

Very basic collection if anything at all; some could close; rely heavily on Tiers III and II for nonregional law reports, law review articles, etc.; collection includes working Maine collection and the American Digest, Uniform Laws Annotated, Restatements, and Index to Legal Periodicals as case/law finders.

Aroostook/Caribou
Oxford/Rumford
Piscataquis (Dover-Foxcroft)
Sagadahoc (Bath)

(Revised 7/30/79)

Maine Judges, Attorneys, Population,
by County

<u>County Law Libraries</u>	<u>Attorneys*</u>	<u>Judges Supreme Judicial Court</u>	<u>Judges Superior Court</u>	<u>Judges District Court</u>	<u>1976** Population</u>
Androscoggin	116	2	1	2	94,100
Aroostook-Caribou	47				
Aroostook-Houlton	23	1	1	2	98,100***
Cumberland	603	3	3	3	203,700
Franklin	20				25,100
Hancock	58		1	1	39,400
Kennebec	263		3	2	102,000
Knox	44	1		2	32,200
Lincoln	40				23,700
Oxford-South Paris	22				
Oxford-Rumford	16		1	2	45,200***
Penobscot	184	1	4	4	135,700
Piscataquis	15			2	16,700
Sagadahoc	28				26,200
Somerset	35			1	44,500
Waldo	20				26,900
Washington	31			1	34,000
York	<u>133</u>	<u>—</u>	<u>—</u>	<u>3</u>	<u>122,200</u>
TOTALS	<u><u>1,698</u></u>	<u><u>8</u></u>	<u><u>14</u></u>	<u><u>25</u></u>	<u><u>1,069,700</u></u>

*Source: 1978 Maine Bar Directory - No more recent county breakdown available at this

**Source: 1978 Maine Marketing Directory time.

***Total Population for entire county.

VOLUMES, PROPOSED COLLECTION SIZE (TIERS)
 DISTANCE FROM LARGE LEGAL RESEARCH CENTER
 AND NEXT LARGEST BY COUNTY LIBRARY

<u>County Law Libraries</u>	<u>Volumes as of 7/78 (Inventory)</u>	<u>Miles From Large LL Center (Tier I)</u>	<u>Miles From Larger Library (Tiers II, III)</u>
Cumberland (I)	26,208	N/A	N/A
Kennebec (III)	11,289	3 (SLL)	3 (SLL)(I)
Penobscot (I)	12,789	N/A	N/A
Somerset (II)	14,065	38 (SLL) 28 (SLL)	38 (SLL)(I) 28 (SLL)
Androscoggin (II)	12,839	30 (U ME, CU)	30 (U ME & CU)(I)
York (II)	11,581	29 (U ME, CU)	29 (U ME, CU)(I)
Aroostook-Houlton (II)	10,330	120 (PEN)	120(PEN)(I)
Caribou (IV)	4,289	176 (PEN)	56 (HOU)(II)
Hancock (II)	11,565	29 (PEN)	29 (PEN)(I)
Knox (III)	9,711	43 (SLL) 22 (SLL)	66 (HAN)(II) 22 (SLL)(I)
Lincoln (III)	6,427	49 (U ME, CU) 60 (SLL)	49 (U ME, CU)(I) 46 (OX)(III)
Oxford-Rumford (IV)	6,510	71 (U ME, CU) 41 (SLL)	31 (FRA)(III)
South Paris (III)	5,251	48 (U ME, CU)	22 (AND)(II)
Washington (III)	7,024	90 (PEN) 41 (SLL)	62 (HAN)(II)
Sagadahoc (IV)	6,800	39 (U ME, CU)	10 (LIN)(III)
Franklin (III)	7,361	33 (SLL) 38 (PEN)	41 (AND)(II)
Waldo (III)	5,123	45 (SLL)	40 (HAN)(II)
Piscataquis (IV)	5,362	37 (PEN)	37 (PEN)(I)

Key: FRA = Franklin (Farmington)
 U ME = University of Maine Law Library (Portland)
 CU = Cumberland (Cleaves) (Portland)
 SLL = State Law Library (Augusta)
 PEN = Penobscot (Bangor)
 HOU = Aroostook in Houlton
 AND = Androscoggin (Auburn)
 LIN = Lincoln (Wiscasset)
 OX = Oxford in South Paris
 HAN = Hancock (Ellsworth)

TIER IV

<u>Standard Collection</u>	<u>Number of Vols.</u>	<u>Purchase Price</u>	<u>Space (linear feet)</u>	<u>Annual Upkeep</u>	
				<u>Cost</u>	<u>Vols.</u>
* <u>Maine Revised Statutes Annotated</u>	24	0	5	0	1
* <u>Maine Session Laws, 1820 to date</u>	87	fill in w/o charge (SLL & U Me)	20	0	1
<u>Maine Revised Statutes, 1821-1954</u>	36	fill in w/o charge (SLL & U Me)	4	0	0
<u>Maine Reports, v. 1-161</u>	161	\$1600-\$1800	25	0	0
* <u>Maine Reporter, including Atlantic Reporter, 2d advance sheets</u>	28	0	4	0	3
* <u>Maine Key Number Digest</u>	18	\$675	3	\$49	0
<u>Lawrence's Maine Digest v. 1-3</u>	3	\$100	1	0	0
* <u>Field, McKusick & Wroth, Maine Civil Practice v. 1-2</u>	2	\$87.50	2	\$10	0
* <u>Spanogle, Maine Practice (UCC) v. 1-2</u>	2	\$50	--	0	0
* <u>Glassman, Maine Practice (Criminal) v. 3</u>	1	\$37.50	--	\$10	0
<u>Field Murray, Maine Evidence</u>	1	\$25	--	0	0
* <u>Maine Court Rules, keep latest edition only</u>	1	\$13	--	\$13	0
<u>Maine Attorney General Opinions 1917-1972</u>	16	fill in w/o charge (SLL & U Me)	2	0	0
<u>Maine State Bar Association Proceedings 1906-1968</u>	57	1906-1948 N/A 1949-1968 fill in w/o charge (SLL & U Me)	3	0	0
* <u>Maine Bar Bulletin v. 1-13 (4 bound volumes)</u>	13	\$130	2	\$10	1
* <u>Maine Bar Directory, keep latest edition only</u>	1	\$14.25	--	\$14.25	0

TIER IV

<u>Collection (Continued)</u>	<u>Number of Vols.</u>	<u>Purchase Price</u>	<u>Space (linear feet)</u>	<u>Annual Upkeep</u>	
				<u>Cost</u>	<u>Vols.</u>
<u>Maine Register</u> , keep latest edition only	1	\$56.75	--	\$56.75	0
* <u>Maine Law Review</u> , v. 14-30 Note: all vols. should be hard bound at \$7/volume	17	\$146	4	\$8.50	1
<u>Univ. of Maine CLE Materials</u> UCC Criminal Public Employee Collective Bargaining Marine Law Conference Federal Litigation	5	\$60	1	\$10	1
<u>Maine Law Affecting Marine Resources</u> v. 1-5	5	free (U Maine)	1	0	0
* <u>Shepard's Maine Citations</u> 1978 ed., plus s.o.	1	\$95	1	\$54	0
<u>Black's Law Dictionary</u> or <u>Ballantine's Law Dictionary</u>	1	\$20	--	0	0
* <u>Maine Supreme Judicial Court</u> , slip opinions (keep current ones only)	2	0	1	0	0
* <u>Corpus Juris Secundum</u> or * <u>American Jurisprudence</u> , 2d	144 94	\$2304 \$2300 or \$1600 (used)	30 20	\$200 \$175	3 2
* <u>West's American Digest System</u> Century through 8th Decennial	342	\$7500 or \$3500 (used)	96	\$250	5
* <u>ALI, Restatement of the Law</u> most recent edition Landlord & Tenant Torts Conflicts Contracts Trusts Property Agency	26	\$900 or \$260 (used)	6	\$60	2
* <u>Shepard's Restatement Citations</u>	1	\$85	1	\$54	0
* <u>American Law Reports</u> , 1st, 2d, 3rd v. 1-91	302 92	\$2300 \$2300	62 17	0 \$234	0 9
* <u>American Law Reports</u> , Federal v. 1-42	43	\$1100	9	\$155	6

TIER IV

<u>Collection (Continued)</u>	<u>Number of Vols.</u>	<u>Purchase Price</u>	<u>Space (linear feet)</u>	<u>Annual Upkeep</u>	
				<u>Cost</u>	<u>Vols.</u>
* <u>Atlantic Reporter, 2d</u> v. 1-42	395	\$5465	57	\$336	13
* <u>Shepard's Atlantic Reporter</u> <u>Citations</u>	4	\$160	1	\$85	0
* <u>U. S. Supreme Court Reports,</u> <u>Lawyer's edition, 1st v. 1-100</u>	100	\$800 (used)	20	0	0
2d v. 1-55	57	\$1300 (used)	12	\$112.80	4
* <u>BNA, Criminal Law Reporter</u> current volume only	1	\$25 (bulk)	--	\$25	0
* <u>BNA, U. S. Law Week</u> current volumes only	2	\$25 (bulk)	1	\$25	0
Jacobstein & Mersky, <u>Fundamentals</u> <u>of Legal Research</u>	1	\$18	--	0	0
* <u>Index to Legal Periodicals</u> v. 10-17 (1952 to date)	8	\$720	3	\$60	1
* <u>Uniform Laws Annotated,</u> master edition	16	\$404 \$175	3	\$41.25	1
TOTALS w/o treatises	2017 vols.	\$31,135	417	\$2055.55	54
	<u>15</u>	<u>300</u>	<u>3</u>	<u>0</u>	<u>0</u>
TOTALS w/ treatises**	<u>2032</u> vols.	<u>\$31,435</u>	<u>420</u>	<u>\$2055.55</u>	<u>54</u>

*Keep current with subscription.

**15 miscellaneous hornbooks at \$20 each; no upkeep.

(Revised 7/30/79)

TIER III

<u>Standard Collection</u>	<u>Number of Vols.</u>	<u>Purchase Price</u>	<u>Space (linear feet)</u>	<u>Annual Upkeep Cost</u>	<u>Vols.</u>
4th Tier Materials	2,017	\$31,135.00	417	\$2,055.55	54
* <u>Federal Reporter, 2d</u> v. 1-591	591	\$8,376.50	114	\$420.00	21
* <u>Federal Supplement</u> v. 1-463	463	\$6,943.50	87	\$400.00	20
* <u>Federal Rules Decisions</u> v. 1-80	80	\$1,340.00	14	\$52.50	3
<u>Modern Federal Practice Digest</u> v. 1-58 in 82 books	82	\$1,501.00	14	0	0
* <u>West's Federal Practice Digest, 2d</u> v 1-92 in 92 books	92	\$1,840.00	17	\$150.00	2
* <u>USCS</u> Complete to date	225	\$1,495.00	21	\$225.00	6
or <u>USCA</u> Complete to date	221	\$1,440.00	25	\$330.00	10
* <u>Shepard's Federal Citations</u>	7	\$220.00	2	\$94.00	1
* <u>Shepard's U.S. Citations</u>	7	\$220.00	2	\$78.00	1
* <u>Northeastern Reporter, 2d</u> v. 1-384	384	\$5,286.50	62	\$335.00	13
* <u>Shepard's Northeastern Reporter Citations</u>	<u>3</u>	<u>\$135.00</u>	<u>1</u>	<u>\$85.00</u>	<u>1</u>
Totals without Treatises	3,951	\$58,492.50	776	\$4,000.05	132
	<u>120</u>	<u>3,000.00</u>	<u>24</u>	<u>1,500.00</u>	<u>15</u>
**Totals with Treatises	4,071	\$61,492.50	800	\$5,500.05	147

*Keep current

**15 miscellaneous treatises of 8 volumes each; upkeep = \$100/year/set;
purchase price = \$200/set; 1 volume added/year/set.

TIER II

<u>Standard Collection</u>	<u>Number of Vols.</u>	<u>Purchase Price</u>	<u>Space (linear feet)</u>	<u>Annual Upkeep Cost</u>	<u>Vols.</u>
All books in 3d Tier	3,951	\$58,492.50	776	\$4,000.05	139
* <u>Pacific Reporter, 2d</u> v. 1-588	588	\$8,029.50	102	\$357.00	15
* <u>Southern Reporter, 2d</u> v. 1-366	366	\$5,122.50	57	\$310.00	12
* <u>Southwestern Reporter, 2d</u> v. 1-575	575	\$6,817.00	90	\$290.50	15
* <u>Southeastern Reporter, 2d</u> v. 1-250	250	\$3,444.00	39	\$208.00	10
* <u>Northwestern Reporter, 2d</u> v. 1-273	273	\$4,072.00	42	\$219.00	12
* <u>New York Supplement, 2d</u> v. 1-408	408	\$4,372.50	69	\$170.00	10
* <u>Shepard's Pacific Citations</u>	5	\$180.00	2	\$85.00	1
* <u>Shepard's Southern Citations</u>	3	\$140.00	1	\$85.00	1
* <u>Shepard's Southwestern Citations</u>	5	\$175.00	2	\$85.00	-
* <u>Shepard's Southeastern Citations</u>	3	\$140.00	1	\$85.00	1
* <u>Shepard's Northwestern Citations</u>	2	\$135.00	1	\$85.00	-
* <u>Shepard's New York Supplement Citations</u>	5	\$180.00	2	\$81.00	1
* <u>Shepard's Acts & Cases By Popular Name</u>	1	\$55.00	1	\$15.00	-
<u>Atlantic Reporter, 1st</u>	200	\$1,300.00 (fiche) \$2,533.00	1 28	0	0
<u>Northeastern Reporter, 1st</u>	200	\$1,300.00 (fiche) \$2,533.00 (hard)	1 26	0	0
* <u>Am. Jur. Trials</u> v. 1-25	26	\$754.00	5	\$35.00	0
<u>Federal Reporter, 1st</u> v. 1-300	300	\$1,950.00 (fiche) \$3,363.00 (hard)	1 50	0	0

Tier II - Continued

Standard Collection	Number of Vols.	Purchase Price	Space (linear feet)	Annual Cost	Upkeep Vols.
<u>Federal Digest</u> v. 1-72 in 98 books	98	\$1,348.50	15	0	0
* <u>USCCAN</u> 1941 to date	87	\$870.00(used)	25	\$85.00	7
* <u>Am. Jur. Proof of Facts, 1st</u> v. 1-30	30	\$780.00	6		
2d v. 1-18	19	\$522.50	3	\$158.00	5
* <u>Am. Jur. Pleading & Practice Forms, Revised</u> v. 1-25	27	\$770.00	5	\$39.20	0
* <u>Am. Jur. Legal Forms, 2d</u> v. 1-20	23	\$632.50	4	\$36.40	0
Totals without Treatises	7,445	\$105,461.50	1,352	\$6,392.75	229
	<u>168</u>	<u>4,725.00</u>	<u>34</u>	<u>3,675.00</u>	<u>42</u>
**Totals with Treatises	7,613	\$110,186.50	1,386	\$10,067.75	271

*Keep current

**21 miscellaneous sets of treatises of 8 volumes each; upkeep = \$175/set/year;
purchase price \$225/set; 2 volumes/set/year added.

(Revised 7/30/79)

TIER I

<u>Standard Collection</u>	<u>Number of Vols.</u>	<u>Purchase Price</u>	<u>Space (linear feet)</u>	<u>Annual Upkeep Cost</u>	<u>Vols.</u>
Tier II Totals	7,445	\$105,461.50	1,352	\$6,393.00	229
* <u>U.S. Reports</u> , official edition, v. 1-428	428	\$ 5,625.00	86	\$ 48.00	4
OR					
* <u>Supreme Court Reporter</u> v. 1-99	116	\$ 1,757.00	22	\$ 67.50	3
<u>Pacific Reporter</u> v. 1-300	300	\$ 1,950.00(fiche) \$ 3,920.50(hard)	1 43	0	0
<u>S.E. Reporter</u> v. 1-200	200	\$ 1,300.00(fiche) \$ 2,533.00(hard)	1 27	0	0
<u>N.W. Reporter</u> v. 1-300	300	\$ 1,950.00(fiche) \$ 3,600.00(hard)	1 40	0	0
<u>S.W. Reporter</u> v. 1-300	300	\$ 1,950(fiche) \$ 3,920.50(hard)	1 40	0	0
<u>So. Reporter</u> v. 1-200	200	\$ 1,300.00(fiche) \$ 2,533.00(hard)	1 26	0	0
<u>NYS</u> v. 1-300	300	\$ 1,950.00(fiche) \$ 3,633.00(hard)	1 39	0	0
<u>Massachusetts Reports</u> v. 1-138	138	N/A	28	0	0
<u>Rhode Island Reports</u> v. 1-14	14	N/A	3	0	0
<u>New Hampshire Reports</u> v. 1-62	62	N/A	12	0	0
<u>Vermont Reports</u> v. 1-57	57	N/A	11	0	0
<u>Connecticut Reports</u> v. 1-51	51	N/A	10	0	0
<u>Maine Legislative Documents</u> (1979/80) & then bind at \$7/volume	8		3		8
<u>Maine Legislative Record</u> 1979/80 & future ones	3		1		3

(Revised 7/30/79)

<u>Collection (Continued)</u>	<u>Number of Vols.</u>	<u>Purchase Price</u>	<u>Space (linear feet)</u>	<u>Annual Upkeep Cost</u>	<u>Vols.</u>
* <u>Harvard Law Review</u> v. 1-91	91	\$ 1,911.00(used)	18	\$25.00	1
* <u>Columbia Law Review</u> v. 1-77	77	\$ 2,160.00	16	\$20.00	1
* <u>Yale Law Journal</u> v. 1-87	87	\$ 2,407.50	18	\$20.00	1
* <u>Boston College Law Review</u> v. 1-19	19	\$ 527.50	4	\$10.50	1
* <u>Boston University Law Review</u> v. 1-58	58	\$ 1,742.50	12	\$ 9.00	1
* <u>Michigan Law Review</u> v. 1-75	75	\$ 2,135.00	15	\$18.00	1
<u>American Decisions</u> v. 1-100	100)		20	0	0
)	\$ 1,650.00(film)			
<u>American Reports</u> v. 1-60	60)	\$ 1,550.00(hard)	12	0	0
)				
<u>American State Reports</u> v. 1-140	140)		28	0	0
<u>Lawyer's Reports Annotated</u> First Series 70 v. New Series 52 v. Dated Series 24 v.	146	N/A	30	0	0
	<u>10,659</u>	<u>\$145,417.00</u>	<u>1,916</u>	<u>\$6,563.00</u>	<u>250</u>
	288	10,800.00	58	9,000.00	108
**TOTALS w/treatises	<u>10,947</u>	<u>\$156,217.00</u>	<u>1,974</u>	<u>\$15,563.00</u>	<u>358</u>

*Keep current.

**36 sets of miscellaneous treatises w/8 vol./each; upkeep = \$250/yr./set;
purchase price \$300/set; 3 vols./set/yr. added.

Optional

<u>Full English Reprint</u> v. 1-46	176	\$ 8,750.00	35	0	0
* <u>Words & Phrases</u> v. 1-46	90	\$ 945.00	15	\$67.00	1

(Revised 7/30/79)

<u>Collection (continued)</u>	<u>Number of Vols.</u>	<u>Purchase Price</u>	<u>Space (linear feet)</u>	<u>Annual Cost</u>	<u>Upkeep Vols.</u>
* <u>CFR, T. 1-50</u>	122	\$ 400.00	15	\$400.00	122
* <u>Federal Register</u> keep 2 years only	N/A	\$ 100.00	27	\$ 50.00	(13 lin. feet)
* <u>Shepard's Rhode Island Citations</u>	1	\$ 85.00	1	\$ 54.00	--
* <u>Mass. General Laws Annotated,</u> v. 1-45	61	\$ 1,344.00	11	\$164.00	2
* <u>Conn. General Statutes Annotated</u>	40	\$ 1,200.00	7	\$217.50	2
* <u>N.H. Revised Statues</u> Annotated, v. 1-6	13	\$ 351.00	2	\$ 14.00	0
* <u>Vermont Statutes Annotated</u>	18	\$ 331.50	3	\$ 70.98	1
* <u>Rhode Island General Laws Annotated, v. 1-9</u>	14	\$ 654.00	4	\$261.24	2
* <u>Shepard's Massachusetts Citations</u>	3	\$ 125.00	1	\$ 66.00	1
* <u>Shepard's Conn. Citations</u>	3	\$ 120.00	1	\$ 62.00	1
* <u>Shepard's N.H. Citations</u>	1	\$ 85.00	1	\$ 54.00	1
* <u>Shepard's Vermont Citations</u>	1	\$ 80.00	1	\$ 54.00	--

(Revised 7/30/79)

SUGGESTED COLLECTION

WITH FUNDING AND SPACE RAMIFICATIONS

Summary

Tier IV - Minimum Collection Requires:

1979/80 Funding of	\$2,466.66
1980/81 Funding of	\$2,959.99
Total shelf space needed (in linear feet)	
with 5 years growth space	571 linear feet

Tier III - Minimum Collection Requires:

1979/80 Funding of	\$6,600.06
1980/81 Funding of	\$7,920.07
Total shelf space needed (in linear feet)	
with 5 years growth space	1,169 linear feet

Tier II - Minimum Collection Requires:

1979/80 Funding of	\$12,082
1980/81 Funding of	\$14,498
Total shelf space needed (in linear feet)	
with 5 years growth space	2,026 linear feet

Tier I - Minimum Collection Requires:

1979/80 Funding of	\$18,676
1980/81 Funding of	\$22,411
Total shelf space needed (in linear feet)	
with 5 years growth space	2,848

SUGGESTED COLLECTION STANDARDS (TIERS)
WITH FUNDING AND SPACE RAMIFICATIONS

	Number of Volumes	Purchase Price	Space in		Annual Upkeep Volumes	Five Years Growth Space in		Bare Minimum Shelf Space in		1979/80		1980/81 Annual Upkeep *****
			Linear Feet	Linear Feet		Linear Feet *	Linear Feet **	Linear Feet **	Linear Feet ***	Annual Upkeep Cost	Annual Upkeep Cost	
Tier IV treatises	2,017 15 2,032	\$ 31,135 300 \$ 31,435	417 3 420	417 3 420	54 0 54	77 0 77	77 0 77	571 0 571	571 0 571	\$ 2,466.66 0 \$ 2,466.66	\$ 2,466.66 0 \$ 2,466.66	\$ 2,959.99 0 \$ 2,959.99
Tier III treatises	3,951 120 4,071	\$58,492 3,000 \$61,492	776 24 800	776 24 800	132 15 147	184 21 205	184 21 205	1,104 52 1,156	1,104 52 1,156	\$ 4,800.00 1,800.00 \$ 6,600.00	\$ 4,800.00 1,800.00 \$ 6,600.00	\$ 5,760.00 2,160.00 \$ 7,920.00
Tier II treatises	7,445 168 7,613	\$105,461 4,725 \$110,186	1,352 34 1,386	1,352 34 1,386	229 42 271	319 56 375	319 56 375	1,922 104 2,026	1,922 104 2,026	\$ 7,672.00 4,410.00 \$12,082.00	\$ 7,672.00 4,410.00 \$12,082.00	\$ 9,206.00 5,292.00 \$14,498.00
Tier I treatises	10,659 288 10,947	\$145,417 10,800 \$156,217	1,916 58 1,974	1,916 58 1,974	250 108 358	349 153 502	349 153 502	2,605 243 2,848	2,605 243 2,848	\$ 7,876.00 10,800.00 \$18,676.00	\$ 7,876.00 10,800.00 \$18,676.00	\$ 9,451.00 12,960.00 \$22,411.00

(Revised 7/30/79)

*The National Reporter System increased substantially their price per/volume 3 years ago and at the same time, increased the width of each volume. An average increase of 6% each year is in the amount of shelf space needed to house these sets. The five year growth space has been figured as follows: 1 yr. = 11 lin. ft.; 2d year 11 x 6% + 11 = 11.66 and so on.

**A library is full when 85% of its shelves are full. Therefore, space in linear feet + 5 years space x 15% = minimum space required. The linear feet minimums in this column are necessary to house the suggested collection. At the end of fiscal 1984/85, for example, the law library with a Tier IV collection will need 571 linear feet of shelf space. The library will be 85% full and since this is capacity, more shelving will be necessary after 1985.

***1978/79 cost plus 20% for inflation.

****1979/80 cost plus 20% for inflation.

Androscoggin (Auburn)

A. Collection at Tier II

When collection standards are adopted, a more detailed analysis of the collection will be made. At a minimum:

1. Weed collection only as space becomes tight. Old state reports (prior to National Reporter System) can be weeded.
2. Fill in lost or missing books.
3. Androscoggin has a full national reporter system and a few other titles not in the standards for a Tier II library.

No update; keep if space permits -

Full National Reporter, 1st series (except NE and Atlantic)

Update needed; cancel when funds and space dictate -

U.S. Supreme Court Digest, Abbott's NY Digest, Harvard Law Review, California Reporter.

Recommend Conversion of National Reporter, 1st to microfiche as space dwindles. Possible cancellation of all but Maine and American Digests for space and budget reasons. Otherwise, excellent collection. State reports prior to the National Reporter System should probably be given to Penobscot or Cumberland (Tier I).

B. Funding

Funding 1979/80	\$9,500
statutory amount	
Needs (Tier II) 1979/80	\$11,979
Deficit/Surplus	- \$2,579
Needs 1980/81	\$14,375
<u>Recommend</u> 1980/81 statutory	\$14,500
funding	
(increase of \$5,000)	

C. Space

Present shelf space	3,064 lin. ft.
Unused shelf space	395 lin. ft.
shelving filled to 87% of capacity	
Needs (Tier II) with	
5 years growth space	2,026 lin. ft.
Deficit/Surplus	+1,038 lin. ft.

Recommend Space used well. More shelves could be added. Some weeding might need to be done as collection grows, but no problem now. Recommend conversion of National Reporter 1st series to microfiche.

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

Aroostook/Caribou

A. Collection at Tier IV

When collection standards are adopted, a more detailed analysis of the collection will be made. At a minimum:

1. Weed collection of old, little-used treatises, Am.Jur., LRA, old Maine Registers, duplicate Maine Reports.
2. Fill in and update missing sets of Maine Reports, Maine Session laws, old Maine statutes, West's American Digest (6th-8th plus General Digest), Northeastern Reporter, 2d. (Latter not in standard collection, but recommended for this library which is 56 miles from the nearest county law library.)
3. Caribou now has the following sets not in the minimum standards for a Tier IV library.

No upkeep cost; keep if space -

Atlantic Reporter, Northeastern Reporter, Federal Reporter, Mass. Reports.

Upkeep cost; should not have if not current; sell or donate -

USCS, Supreme Court Reports, Lawyer's edition, CJS or AmJur 2d, Federal Reporter, Federal Supplement.

Recommend Immediate cancellation of all sets not in minimum standards because of 1979/80 funding level.

B. Funding

Funding 1979/80	\$3,000.00
statutory amount	
Needs (Tier IV) 1979/80	\$2,466.66
+ NE 2d	335.00
+ Shepard's NE Citations	85.00
	<u>\$2,886.66</u>

Deficit/Surplus	+\$ 114.34
Needs 1980/81	\$3,463.99

Recommend 1980/81 statutory funding \$3,500.00 (increase of \$500)

C. Space

Present shelf space	1,621 lin. ft.
Unused shelf space	240 lin. ft.
Shelving filled to 85% of capacity	
Needs (Tier IV) with	
5 years of growth space	571 lin. ft.
+ NE 2d	175.6 lin. ft.
+ Shepard's NE Citations	2 lin. ft.
	<u>749 lin. ft.</u>
Deficit/Surplus +	872 lin. ft.

Recommend This collection must be weeded immediately and some sets sold. 85% full is the maximum a library's shelves should be filled. Selling sets like Federal Reporter and Federal Supplement would provide enough room initially.

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

Aroostook/Houlton

A. Collection at Tier II.

When collection standards are adopted, a more detailed analysis of the collection will be made. At a minimum:

1. Weed collection of old treatises, old state reports, LRA, duplicate U.S. Reports, and Atlantic Digest.
2. Most sets appeared to be complete. Buy ILP.
3. Houlton now has only a few titles not in my minimum standard collection.

No update; keep if space permits:

Federal, Pacific, Southwestern, Southeastern,
Southern and Northwestern Reporters.

Update needed; cancel and do not continue if funds tight -
National Reporter Bluebook, CJS
or Am Jur.

Recommend Weeding of this collection will leave 5 years growth space in this collection. Old state reports and selective sale of the National Reporter 1st series will give space necessary for a Tier II collection.

B. Funding

Funding 1979/80	\$5,600
statutory amount	
Needs (Tier II) 1979/80	\$12,082
Deficit/Surplus	- \$6,482
Needs 1980/81	\$14,500
<u>Recommend</u> 1980/81 statutory	\$14,500
funding	
(increase of \$8,900)	

C. Space

Present shelf space	2,172 lin. ft.
Unused shelf space	240 lin. ft.
Shelving filled to 89% of capacity	
Needs (Tier II) with	
5 years of growth space	2,026 lin. ft.
Deficit/Surplus	+146 lin. ft.
<u>Recommend</u> Minor weeding and selective sale of National	
Reporters, 1st series, will give this library	
5 years growth space.	

(Revised 7/30/79)

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

Cumberland (Portland)

A. Collection is at Tier I.

More detailed analysis probably not needed here since collection meets all minimum requirements.

1. Duplicative material should be weeded, though there is very little of this type of material.

Recommend Continuation of this excellent collection with state funding of the minimum collection. Possible conversion of National Reporter System to microfiche. Maintenance of this collection at current level essential.

B. Funding

Funding 1979/80	\$10,000
statutory amount	
Minimum needs (Tier I) 1979/80	\$18,676
Deficit/Surplus	-\$ 8,676
Needs 1980/81 (minimum)	\$22,500

Recommend 1980/81 statutory funding \$22,500

C. Space

Present shelf space	5,963 linear feet
Unused shelf space	285 linear feet
Shelving filled 95% of capacity	
Needs (Tier I)	2,729 linear feet

Recommend Immediate increase in total library space. If not feasible, recommend sale of entire National Reporter, 1st series and replace with microfiche. Cost \$14,000 (approx.) with net savings of 314 linear feet. West will buy bound volumes @ \$.75/volume for added savings of \$1,725.

Note: Cumberland County Law Library is partially funded by a private endowment fund. I suggest that the state fund the minimum Tier I collection while the endowment fund could pay for the balance of the acquisitions costs. Cleaves serves a large percentage of the total Maine judicial and legal community and must be given adequate financial and space resources. If used as a legal resource center in Maine by the public and other county law libraries, the state has an obligation to properly fund this collection.

ANALYSIS OF COLLECTION STANDARDS BY LAW LIBRARY

Franklin (Farmington)

A. Collection at Tier III

When collection standards are adopted, a more detailed analysis of the collection will be made. At a minimum:

1. Weed collection of old treatises, Am Jur Legal Forms, PUR, CJ, old US statutes, words & phrases, old state reports.
2. Fill in Maine Law Review, Maine session laws. Update CJS or Am Jur, Shepards US & federal, US Reports, L. Ed., ALR, Federal Supplement, Federal Reporter, 2d, and Restatements. Buy ULA.
3. Franklin County has only a few titles not included in the minimum collection.

No update; keep only if space permits--
 Northeastern and Atlantic Reporter
 Upkeep needed; cancel unless funds permit;
 if not updated, donate or sell--
 Am Jur Pleading & Practice Forms Rev.,
 Atlantic Digest.

Recommend Substantial weeding to make room for minimum collection. Add titles needed. May not be able to fill in sets and buy needed sets until fiscal 1979/80. Fill-ins will be expensive.

B. Funding

Funding 1979/80	\$5,000
Statutory amount	
Needs (Tier III) 1979/80	\$6,600
Deficit Surplus	-\$1,600
Needs 1980/81	\$7,920
<u>Recommend</u> 1980/81 statutory	\$8,000
funding	
(increase of \$3,000)	

C. Space

Present shelf space	2,100 lin. ft.
Unused shelf space	348 lin. ft.
Shelving filled to	83% of capacity
Needs (Tier III) with	
5 years of growth space	1,169 lin. ft.
Deficit/Surplus	+931 lin. ft.
<u>Recommend</u> Substantial weeding of this library must be done immediately.	
It will then accommodate the standard tier III collection.	

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

Hancock (Ellsworth)

A. Collection at Tier II.

When collection standards are adopted, a more thorough analysis will be made of this collection. At a minimum:

1. Weed collection of old treatises, LRA, CJ, Am Jur, Trinity series, old state reports.
2. Fill in Maine Law Review, session laws of Maine, old Maine statutes. Buy ILP.
3. Hancock now has only a few sets not in the standard Tier II library.

No update; keep if space permits -
Federal, Pacific, Northwestern, Southern,
Southeastern and Southwestern Reporter, and
New York Supplement.

Update needed; cancel or keep and update only if
funds permit -

California Reporter, U.S. Supreme Court Digest,
CJS or Am Jur.

Recommend Selective weeding to make room for standard collection.
Enough space if properly weeded. Few fill-ins or updates
needed.

B. Funding

Funding 1979/80	\$7,000
statutory amount	
Needs (Tier II) 1979/80	\$12,082
Deficit/Surplus	-\$5,082
Needs 1980/81	\$14,500
Recommend 1980/81 statutory	\$14,500
amount	
(increase of \$7,500)	

C. Space

Present shelf space	2,300 lin. ft.
Unused shelf space	153 lin. ft.
Shelving filled to 93% of capacity	
Needs (Tier II) with	2,026 lin. ft.
5 years growth space	
Deficit/Surplus	+274 lin. ft.

Recommend Selective weeding to allow room for 5 years of growth.
Space is adequate if weeded and kept current.

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

Kennebec (Augusta)

A. Collection at Tier III

When collection standards are adopted, a more detailed analysis of the collection will be made. At a minimum:

1. Weed collection substantially of old treatises, superceded volumes, old state reports, periodicals and the Trinity series.
2. Fill in Maine Law Review and Maine Session laws.
3. Kennebec currently holds a substantial number of sets which take a great amount of space and are not in the minimum collection.

No upkeep; keep only if space permits (which it does not)--

All National Reporter first series.

Upkeep necessary; cancel subscription and sell or donate sets--

Harvard Law Review, USL, Ed
 Digest, Am Jur Legal Forms 2d
 Regional Shepards and
 National Reporter system 2d
 series, except Atlantic 2d and Northeastern 2d.

Recommend Sale of bulk of National Reporter System. Cannot maintain this coverage with space and funding problems and state law library in same town.

B. Funding

Funding 1979/80	\$6,000
statutory amount	
Needs (Tier III) 1979/80	\$6,600
Deficit/Surplus	-\$ 600
Needs 1980/81	\$7,920
<u>Recommend</u> 1980/81 statutory	\$8,000
funding	
(increase of \$2,000)	

C. Space

Present shelf space	1,595 lin. ft.
Unused shelf space	72 lin. ft.
shelving filled to	97% of capacity
Needs (Tier III) with	
5 years growth space	1,169 lin. ft.
Deficit/Surplus	+426 lin. ft.

Recommend Substantial weeding will be necessary in order to make space for the tier III collection. If most of the National Reporter System is sold or 1st series converted to microfiche, the library will have enough space to keep some older and more important treatises.

(Revised 7/30/79)

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

Knox (Rockland)

A. Collection at Tier III

When collection standards are adopted, a more detailed analysis of the collection will be made: At a minimum:

1. Weed collection of old treatises and especially old state reports, Am Jur, CJ, Am Jur Legal Forms 2d and Pleading and Practice Forms Rev. and all duplicates.
2. Fill in Maine Law Review, Maine session laws, old Maine statutes. Update the Restatements.
3. Knox now holds a few sets which are not in the minimum Tier III collection.

No update; keep only if space permits -

Northwestern, Northeastern, Federal and Atlantic Reporters.

Update needed; cancel subscription unless funds permit purchase; sell or donate -

Am Jur Proof of Facts, CJS or Am Jur 2d, Words and Phrases, Northwestern 2d, and NW Shepard's.

Recommend Weed collection (esp. state reports) and sell or donate all books not in minimum collection.

B. Funding

Funding 1979/80	\$3,500
statutory amount	
Needs (Tier III) 1979/80	\$6,600
Deficit/Surplus	- \$3,100
Needs 1980/81	\$7,920
<u>Recommend</u> 1980/81 statutory	\$8,000
funding	
(increase of \$4,500)	

C. Space

Present shelf space 1,336 lin. ft.

Unused shelf space 132 lin. ft.

 Shelving filled to 90% of capacity

Needs (Tier III) with

 5 years growth space 1,169 lin. ft.

Deficit/Surplus +167 lin. ft.

Recommend Space for the recommended collection (5 years) is barely adequate. This means substantial weeding must be done to accommodate the Tier III collection.

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

Lincoln (Wiscasset)

A. Collection at Tier III

When collection standards are adopted, a more detailed analysis of the collection will be made. At a minimum:

1. Weed collection of old non-updated treatises, current Municipal Problems, old ULA, old Maine Registers, Am.Jur, USCA, LRA, 4th Series General Digest and the like.
2. Fill in Laws of Maine, old Maine statutes, Maine Law Review. Update Restatements, Federal Reporter, Federal Supplement.
3. Lincoln has only a few sets not in the standard collection for a Tier III library.

No upkeep; keep only if space permits -

Federal Reporter, Northeastern Reporter

Upkeep annually; do not keep unless going to update; sell or donate -

Am Jur Proof of Facts, Am Jur Legal Forms, Am Jur 2d or CJS, Harvard Law Review.

Recommend Substantial weeding and discarding of old non-updated Bender sets will make the necessary room for updating the federal collection, (especially important if Sagadahoc is closed).

B. Funding

Funding 1979/80	\$4,500
statutory amount	
Needs (Tier III) 1979/80	\$6,600
Deficit/Surplus	-\$2,100
Needs 1980/81	\$7,920
<u>Recommend</u> 1980/81 statutory	
funding	\$8,000
(increase of \$3,500)	

C. Space

Present shelf space	1,656 lin. ft.
Unused shelf space	279 lin ft.
Shelving filled to 83% of capacity	
Needs (Tier III) with	
5 years of growth space	1,169 lin. ft.
Deficit/Surplus	+487 lin. ft.
<u>Recommend</u> Substantial weeding will give adequate space for Tier III	
collection.	

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

Oxford/Rumford

A. Collection at Tier IV or Close

When collection standards are adopted, a more detailed analysis of the collection will be made. At a minimum:

1. Weed collection of superseded and out-of-date treatises and serials.
2. Fill in Maine session laws and old Maine statutes.
3. Rumford now has the following sets not in the minimum standards for a Tier IV library upkeep cost; should not have if not current; sell or donate -

Southern Reporter 2d, Southwestern Reporter 2d, Southeastern Reporter 2d, Am Jur Proof of Facts, Federal Supplement, Federal Rules Decisions, Atlantic Digest, Supreme Court Reporter.

Recommend If this library is not to be closed entirely, only the minimum collection should be maintained. Space is a crucial factor here. Sell all National Reporter System, 2d series to relieve space-crunch.

B. Funding

Funding 1979/80	\$3,500
statutory amount	
Needs (Tier IV) 1979/80	\$2,466.66
Deficit/Surplus	+ \$1,033.34
Needs 1980/81	\$2,959.99
<u>Recommend</u> CLOSE ENTIRELY	
or	
1980/81 statutory	\$3,000.00
funding	
(decrease of \$500)	

C. Space

Present shelf space	1,128 lin. ft.
Unused shelf space	48 lin. ft.
Shelving filled to 96% of capacity	
Needs (Tier IV) with	
5 years growth space	571 lin. ft.
Deficit/surplus	557 lin. ft.

Recommend CLOSE ENTIRELY
 or
 Sell all National Reporter System, 2d series except Atlantic to relieve space problem immediately.

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

Oxford/South Paris

A. Collection at Tier III

When collection standards are adopted, a more detailed analysis of the collection will be made. At a minimum:

1. Weed collection of superseded sets and old state reports.
2. Fill in Laws of Maine, Maine Reports, Maine A.G. Opinions. Update the Restatements.
3. South Paris has only a few sets not in a Tier III library collection.
 No update; keep if space permits -
 Atlantic and Northeastern Reporter, Federal cases.
 Upkeep needed; do not keep unless funds permit; if not current, donate or sell -
 CJS or Am Jur 2d, Am Jur Pleading and Practice Forms,
 Revised and U.S. Supreme Court Digest.

Recommend Cut collection back to minimum standards immediately. Cancel all treatises. Keep reports, statutes current. Cancel Shepard's for one year if necessary.

B. Funding

Funding 1979/80	\$3,000
statutory amount	
Needs (Tier III) 1979/80	\$6,600
Deficit/Surplus	-\$3,200
Needs 1980/81	\$7,920
<u>Recommend</u> 1980/81 statutory	
funding	\$8,000
(increase of \$5,000)	

C. Space

Present shelf space	2,178 lin. ft.
Unused shelf space	708 lin. ft.
Shelving filled to	67% of capacity
Needs (Tier III) with	
5 years of growth space	1,169 lin. ft.
Deficit/Surplus	+1,009 lin. ft.
<u>Recommend</u> Plenty of room here. Some weeding can be done, but no reason to weed further since there is no space problem.	

(Revised 7/30/79)

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

Penobscot (Bangor)

A. Collection at Tier I.

1. Weed collection of old treatises, PUR, Atlantic Digest, old U.S. Law Weeks, and old state reports.
2. Buy missing volumes of ILP.
Fill in as necessary.
3. Penobscot now has few sets which are not in the Tier I library collection.
Update needed; cancel of funding not available -
Atlantic Digest 2d, U.S. Supreme Court Digest, California Reporter.

Recommend Weeding this collection will be necessary in order to give growth space needed for Tier I library.

B. Funding

Funding 1979/80	\$10,000
statutory amount	
Needs (Tier I) 1979/80	\$18,676
Deficit/Surplus	-\$8,676
Needs 1980/81	\$22,500
<u>Recommend</u> 1980/81 statutory	\$22,500
funding	
(increase of \$12,500)	

C. Space

Present shelf space	2,941 lin. ft.
Unused shelf space	266 lin. ft.
Shelving filled to 90% capacity	
Needs (Tier I) with	2,848 lin. ft.
5 years growth space	
Deficit/Surplus	+93 lin. ft.

Recommend Substantial weeding over next 5 years necessary to accommodate basic Tier I collection.

Note: Penobscot County Law Library has been partially funded in the past by Bangor Public Library. As one of the two county law library legal resource centers (Cumberland is the other), this collection needs several additional titles. The other county law libraries in the northern part of Maine should be able to substantially rely on this library. This will require full-time staffing.

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

Piscataquis (Dover-Foxcroft)

A. Collection at Tier IV

When collection standards are adopted, a more detailed analysis of the collection will be made. At a minimum:

1. Weed collection of old, little-used treatises (not many to get rid of), LRA, Negligence Compensation Cases, New York Reports, and duplicates.
2. Fill in and update missing volumes of sets. Buy 8th Decennial and 5th Series, General Digest.
3. Piscataquis now has the following sets not in the minimum standards for a Tier IV library.

No upkeep cost; keep if space -

Atlantic Reporter, Northeastern Reporter, Massachusetts Reports, Vermont Reports.

Upkeep cost; should not have if not current; sell or donate -

Federal Reporter 2d, USCS, many treatises, Am Jur Proof of Facts and Legal Forms, Supreme Court Reporter, Northeastern Reporter, 2d.

Recommend Immediate cancellation of all sets not in minimum standards because of inadequate 1979/80 funding level.

B. Funding

Funding 1979/80	\$3,500.00
statutory amount	
Needs (Tier IV) 1979/80	\$2,466.66
Deficit/Surplus	+\$1,033.34
Needs 1980/81	\$2,959.99
<u>Recommend</u> 1980/81 statutory	\$3,000.00
funding	
(decrease of \$500)	

C. Space

Present shelf space	1,288 lin. ft.
Unused shelf space	192 lin. ft.
Shelving filled to 85% of capacity	
Needs (Tier IV) with 5 years growth space	571 lin. ft.
Deficit/surplus	+872 lin. ft.
<u>Recommend</u> This collection should decrease by weeding LRA, Negligence Compensation Cases and duplicates. There are not many old treatises to weed. Sale of Northeastern Reporter 2d or Supreme Court Reporter will give more breathing room.	

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

Sagadahoc

A. Collection at Tier IV or Close

When collection standards are adopted, or decision is made to close this library, a more detailed analysis of the collection will be made. At a minimum (if left open):

1. Weed collection of old treatises, old state reports, Mass. Digest, U.S. Supreme Court Digest, Lawyers Ed., USCA, Am Jur Pleading and Practice Forms and Legal Forms.
2. Fill in Maine session laws, Maine Law Review, and 7th Decennial. Update Restatements, add 8th Decennial and buy General Digest, 5th series.
3. Sagadahoc now has the following sets not in the minimum standards for a Tier IV library -

No upkeep; keep only if space permits.

Northeastern, Atlantic, Federal Reporter

Upkeep cost; should not be in library if not current; sell or donate -

Federal Rules Decisions, Northeastern 2d, U.S. Reports, L.Ed., U.S. and Federal Shepard's, Am Jur or CJS, Am Jur Pleading and Practice Forms, Revised, Am Jur Proof of Facts, Atlantic Digest, 2d, Federal 2d.

Recommend CLOSE ENTIRELY

or

Maintain only minimum collection. Space is crucial in addition to the fact that the space presently occupied is not suitable for library use. Wiscasset is only ten miles from Bath.

B. Funding

Funding 1979/80	\$4,250
statutory amount	
Needs (Tier IV) 1979/80	\$2,466.66
Deficit/Surplus	+\$1,783.34
Needs 1980/81	\$2,959.99

Recommend CLOSE ENTIRELY

or

1980/81 statutory funding \$3,000.00
(decrease of \$1,250)

C. Space

Present shelf space	1347 lin. ft.
Unused shelf space	75 lin. ft.
Shelving filled to	94% of capacity
Needs (Tier IV) with	
5 years growth space	571 lin. ft.
Deficit/Surplus	+557 lin. ft.

Recommend CLOSE ENTIRELY

or

Severe space problems. Sell all sets not in standards for Tier IV library and heavily weed collection.

(Revised 7/30/79)

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

Somerset (Skowhegan)

A. Collection at Tier III

When collection standards have been adopted, a more thorough analysis of the collection will be made. At a minimum:

1. Weed collection of old treatises, Am.Jur., CJ, LRA, old state reports, duplicate U.S. Reports.
2. Buy Index to Legal Periodicals.
3. Somerset currently has a few titles not in the minimum collection for a Tier III library.

No update; keep only if space permits -

Federal Cases, Federal, Northwestern, Southern, Southeastern, Southwestern, and Pacific Reporters.

Upkeep needed; cancel and sell or donate; keep and update only if funds permit -

Atlantic Digest, Harvard Law Review, U.S. Supreme Court Digest, L.Ed., California Reporter, National Reporter System, 2d series.

Recommend Substantial weeding should be done to clean up this library. Space for the foreseeable future is no problem. Pare collection down to level of Tier III.

B. Funding

Funding 1979/80	\$6,500
statutory amount	
Needs (Tier II) 1979/80	\$6,600
Deficit/Surplus	\$ -100
Needs 1980/81	\$8,000
<u>Recommend</u> 1980/81 statutory	\$8,000
funding	
(increase of \$1,500)	

C. Space

Present shelf space	2,651 linear feet
Unused shelf space	123 linear feet
Shelving filled to 95% of capacity	
Needs (Tier II) with	
5 years growth space	1,169 linear feet
Deficit/Surplus	+1,482 linear feet
<u>Recommend</u> Plenty of space here for minimum collection, though	
currently almost full.	
Sale of sets not in minimum collection and substantial	
weeding will give substantial growth space past 1985.	

(Revised 7/30/79)

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

Waldo (Belfast)

A. Collection at Tier III.

When collection standards are adopted, a more detailed analysis of the collection will be made. At a minimum:

1. Weed collection of old treatises, LRA, duplicates, old state reports, Am Jur Legal Forms.
2. Fill in old Maine statutes, Maine Law Review. Update ALR Federal FRD, Federal Supplement.
3. Waldo has only a few titles not included in the collection for a tier III library, though they are large sets.

No update; keep only if space permits (which it doesn't)--
Federal, Atlantic and Northeastern Reporters.

Upkeep needed; cancel; if not updated sell or donate--

Words & Phrases, Atlantic Digest, CJS or Am Jur 2d.

Recommend Substantial weeding will allow housing of minimum collection only. Many sets need to be filled in and updated. Bringing this library to tier III level will be expensive and require more space soon. May have to cancel services until 1980/81.

B. Funding

Funding 1979/80	\$3,500
statutory amount	
Needs (Tier III) 1979/80	\$6,600
Deficit/Surplus	\$3,100
Needs 1980/81	\$7,920
<u>Recommend</u> 1980/81 statutory	\$8,000
funding	
(increase of \$4,500)	

C. Space

Present shelf space	920 lin. ft.
Unused shelf space	0
Shelving filled to	100% of capacity
Needs (Tier III) with	
5 years growth space	1,169 lin. ft.
Deficit/Surplus	-249 lin. ft.

Recommend This library presently does not have space for the tier III collection plus 5 years growth. Weeding all titles not in the minimum collection, will leave only 1½ years of growth space. By 1982, this library will need additional space.

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

Washington (Machias)

A. Collection at Tier III

When collection standards are adopted, a more detailed analysis of the collection will be made. At a minimum:

1. Weed collection of old treatises, old state reports, Decisions of U.S. Supreme Court, Trinity Series, Negligence Compensation Cases, Am Jur Legal Forms
2. Buy Uniform Laws Annotated, Shepard's Northeastern Citations.
3. Washington has only a few sets not included in a Tier III library collection.

No update; keep if space permits -

Atlantic, Federal Reporter and Northeastern.

Update needed; cancel -

do not continue unless funds permit; if not updated, sell or donate -

Atlantic Digest, Am Jur Legal Forms, 2d and Pleading and Practice Forms Revised, Am Jur Proof of Facts and Trials.

Recommend Substantial weeding of collection, especially in room above court room. Fill in the basic collection and cancel titles not in standard collection. May have to cancel treatises and other sets to get through 1979/80.

B. Funding

Funding 1979/80	\$3,800
statutory amount	
Needs (Tier III) 1979/80	\$6,600
Deficit/Surplus	-\$2,800
Needs 1980/81	\$7,920
<u>Recommend</u> 1980/81 Statutory	\$8,000
funding	
(increase of \$4,200)	

C. Space

Present shelf space	1,236 lin. ft.
Unused shelf space	111 lin. ft.
Shelving filled to 91% of capacity	
Needs (Tier III) with	
5 years of growth space	1,169 lin. ft.
Deficit/Surplus	+67 lin. ft.
<u>Recommend</u> Substantial weeding will make room for the basic collection.	

(Revised 7/30/79)

ANALYSIS OF COLLECTION STANDARDS, BY LAW LIBRARY

York (Alfred)

A. Collection at Tier III

When collection standards are adopted, a more detailed analysis of the collection will be made. At a minimum:

1. Weed collection completely of old treatises, old state reports, Trinity series, CJ, LRA, Negligence Compensation Cases, old Maine Registers.
2. Update ULA and fill in all missing volumes. Buy ILP.
3. York has quite a few titles which are not in the minimum collection for a Tier III library.

No update; space problems do not permit keeping -
 National Reporter, 1st series
 (except Atlantic and NE).

Update needed; do not keep unless current;
 cancel and sell or donate -

Atlantic Digest 2d, U.S. Supreme Court Digest,
 California Reporter, other units of 2d series
 National Reporter System.

Recommend Immediate and substantial weeding of collection will result in 4½ years of growth space. 2d and 1st series of National Reporter System should be sold to make the necessary room. Cut back to Tier III collection.

B. Funding

Funding 1979/80	\$5,000
statutory amount	
Needs (Tier II) 1979/80	\$6,600
Deficit/Surplus	-\$1,600
Needs 1980/81	\$8,000

Recommend 1980/81 statutory funding \$8,000
 (increase of \$3,500)

C. Space

Present shelf space	1,947 linear feet
Unused shelf space	63 linear feet
Shelving filled to 97% of capacity	
Needs (Tier II) with	
5 years of growth space	1,169 linear feet
Deficit/Surplus	+778 linear feet

Recommend Immediate weeding of collection including old treatises, old state reports, California Reporter and many of the National Reporter 1st and 2d series.

(Revised 7/30/79)

SUMMARY

PROPOSED FUNDING FOR COUNTY LAW LIBRARIES

<u>County Law Library</u>	<u>Tier</u>	<u>1979/80 Funding</u>	<u>1979/80 Needs</u>	<u>1979/80 Deficit/ Surplus</u>	<u>1980/81 Proposed Funding</u>	<u>Increase Over 1979/80 Statutory Funding</u>
Androscoggin	II	\$ 9,500	\$12,082	-\$ 2,582	\$ 14,500	+\$ 5,000
Aroostook, Caribou	IV	\$ 3,000	\$ 3,114	-\$ 114	\$ 3,500	+\$ 500
Aroostook, Houlton	II	\$ 5,600	\$ 12,082	-\$ 6,482	\$ 14,500	+\$ 8,900
Cumberland	I	\$10,000	\$ 18,676	-\$ 8,676	\$ 22,500	+\$12,500
Franklin	III	\$ 5,000	\$ 6,600	-\$ 1,600	\$ 8,000	+\$ 3,000
Hancock	II	\$ 7,000	\$ 12,082	-\$ 5,082	\$ 14,500	+\$ 7,500
Kennebec	III	\$ 6,000	\$ 6,600	-\$ 600	\$ 8,000	+\$ 2,000
Knox	III	\$ 3,500	\$ 6,600	-\$ 3,100	\$ 8,000	+\$ 4,500
Lincoln	III	\$ 4,500	\$ 6,600	-\$ 2,100	\$ 8,000	+\$ 3,500
Oxford, South Paris	III	\$ 3,000	\$ 6,600	-\$ 3,600	\$ 8,000	+\$ 5,000
Oxford, Rumford	IV	\$ 3,500	\$ 2,467	+\$ 1,033	\$ 3,000	-\$ 500
Penobscot	I	\$10,000	\$ 18,676	-\$ 8,676	\$ 22,500	+\$12,500
Piscataquis	IV	\$ 3,500	\$ 2,467	+\$ 1,033	\$ 3,000	-\$ 500
Sagadahoc	IV	\$ 4,250	\$ 2,467	+\$ 1,783	\$ 3,000	-\$ 1,250
Somerset	III	\$ 6,500	\$ 6,600	-\$ 100	\$ 8,000	+\$ 1,500
Waldo	III	\$ 3,500	\$ 6,600	-\$ 3,100	\$ 8,000	+\$ 4,500
Washington	III	\$ 3,800	\$ 6,600	-\$ 2,800	\$ 8,000	+\$ 4,200
York	III	<u>\$ 5,000</u>	<u>\$ 6,600</u>	<u>-\$ 1,600</u>	<u>\$ 8,000</u>	<u>+\$ 3,000</u>
		\$97,150	\$143,513	-\$46,363	\$173,000	+\$75,850

SUMMARY

SPACE - COUNTY LAW LIBRARIES

(in linear feet)

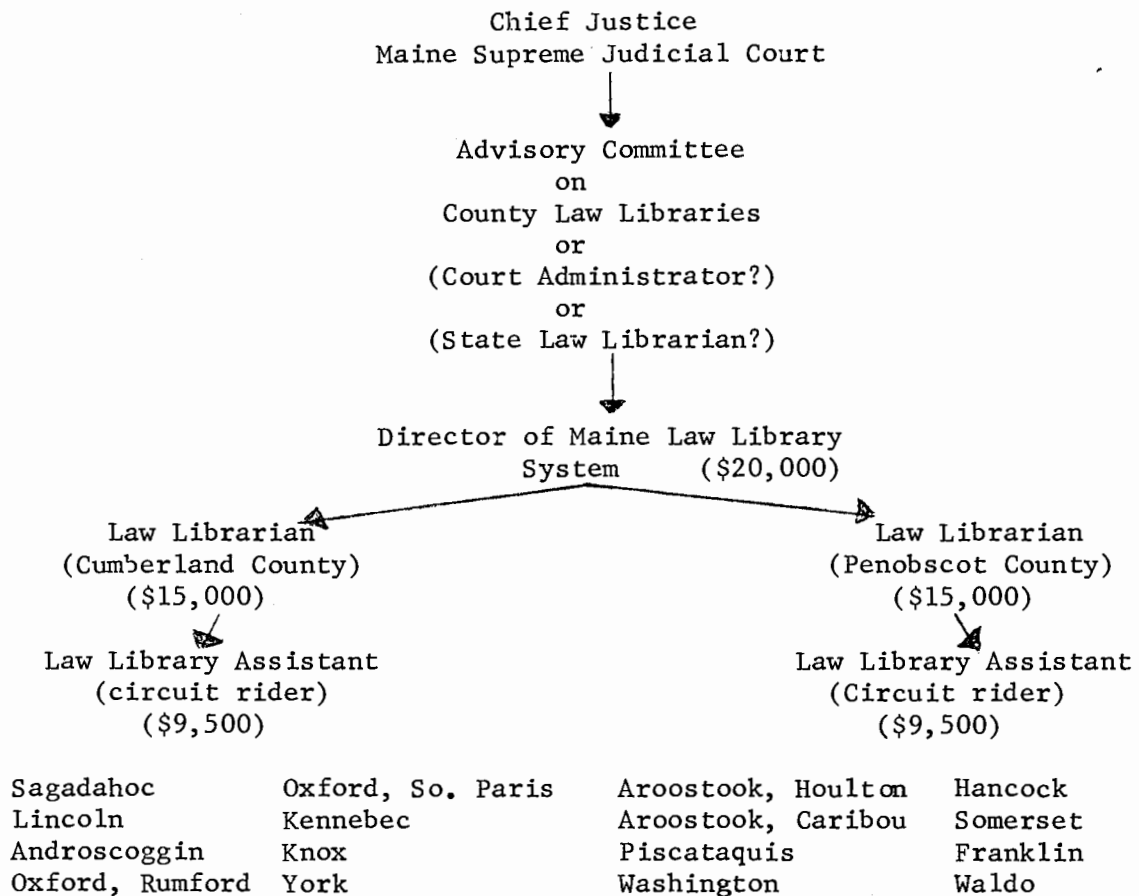
<u>County Law Library</u>	<u>Tier</u>	<u>Total Shelf Space</u>	<u>Used</u>	<u>Shelf Space % Used</u>	<u>Basic + 5 Yrs.</u>
Androscoggin	II	3,064	2,669	87%	2,026
Aroostook, Caribou	IV	1,621	1,381	85%	749
Aroostook, Houlton	II	2,172	1,932	89%	2,026
Cumberland	I	5,963	5,678	95%	2,848
Franklin	III	2,100	1,752	83%	1,169
Hancock	II	2,300	2,147	93%	2,026
Kennebec	III	1,595	1,553	97%	1,169
Knox	III	1,336	1,204	90%	1,169
Lincoln	III	1,656	1,377	83%	1,169
Oxford, South Paris	III	2,178	1,470	67%	1,169
Oxford, Rumford	IV	1,128	1,080	96%	571
Penobscot	I	2,941	2,675	90%	2,848
Piscataquis	IV	1,288	1,096	85%	571
Sagadahoc	IV	1,347	1,272	94%	571
Somerset	III	2,651	2,528	95%	1,169
Waldo	III	920	920	100%	1,169
Washington	III	1,236	1,125	91%	1,169
York	III	1,947	1,884	97%	1,169

If each library (except Cumberland County which has severe space problems not shown by this chart) was weeded down to its minimum collection, only one library, Waldo, would be short of space in five years time. In other words, all libraries but Waldo have growth space for five years if the collections are weeded and pared down to the minimum collection standards.

STAFFING
of
MAINE LAW LIBRARY SYSTEM

The need for proper staffing of the county law library system in Maine has already been documented in Don Garbrecht's preliminary report. Several solutions to the staffing and administrative organization of this system are possible.

- I. Justify system as part of the overall judicial function, primarily serving the courts, and lawyers as officers of the court, with the secondary service to the public. The structure might look like this:

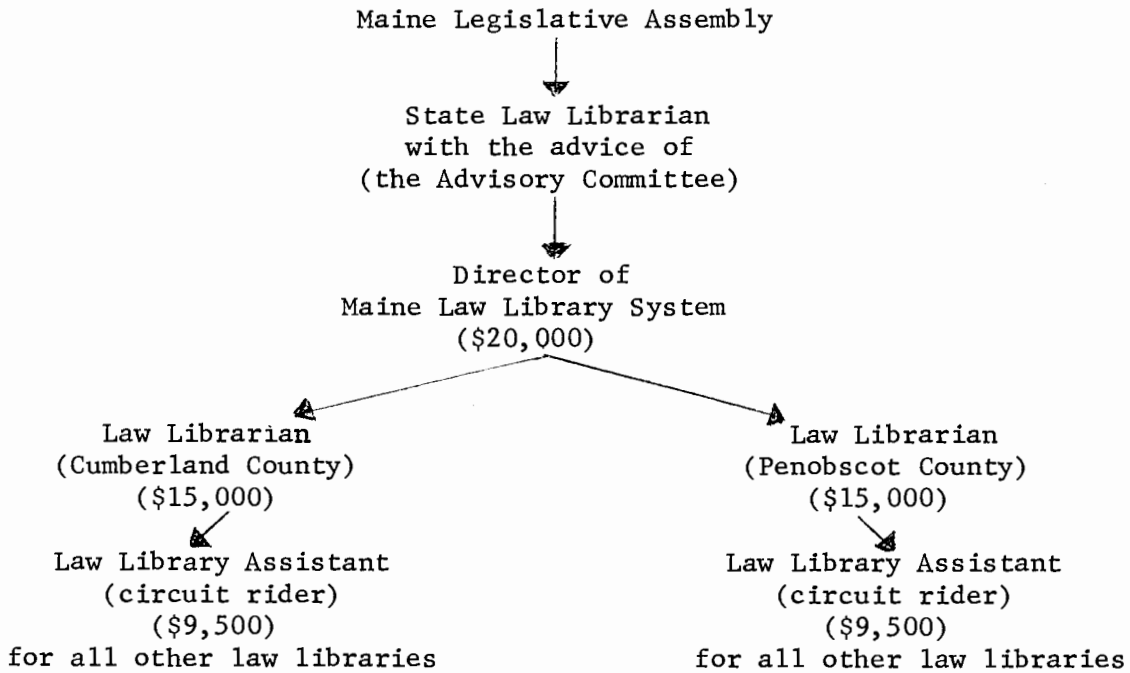


This system organization would cost \$69,000 annually (for five people) with an additional \$6,000 sum available for travel expenses of the director and circuit riders. If Sagadahoc, Oxford-Rumford, and Piscataquis were closed altogether, the staffing of five full-time people would be adequate to meet access, maintenance and other needs of the system law libraries. If each circuit rider must cover eight

libraries, another part-time circuit rider may be required to regularize the visits to each library. Thus, the total cost per year could be as much as \$73,250 plus expenses. I would continue the local bar/judicial groups as advisory bodies in the selection of materials. But all responsibility for filing, shelving, invoice payment, circulation, in short, the day-to-day operation of the library, should be given to the law library assistant as delegated by the Director. Funding would likely be through the judicial system.

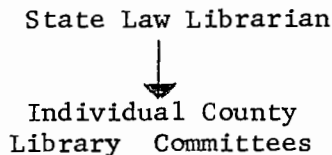
- II. Justify the system as branches of the state law library, even though the state law library serves a legislative function. The public service function of the state law library certainly does not exclude the legal community. The county law libraries could be viewed as an extension of this public function in the form of branch libraries.

Again, the primary user is the court system, the legal community, with capacity to serve the public as well.

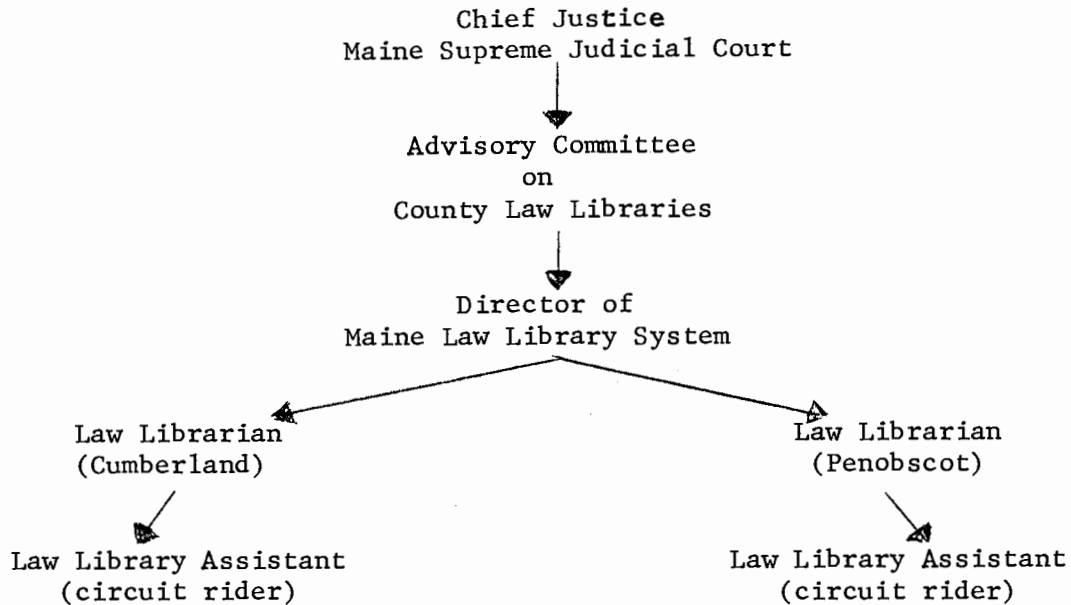


The cost of this structure is similar to the organization in I. above - \$69,000 plus \$6,000 travel expenses, annually. Funding would be through the State Law Library.

- III. Continue status quo, but give State Law Librarian statutory responsibility for administering funds and staffing of the libraries.



IV. Set up an entirely new structure under the auspices of the advisory committee.



Generally:

Each of these possibilities assumes that the employees of the system are state employees and, therefore, paid by the state of Maine. Currently, salaries for library employees are paid from county, judicial, state, bar association, individual lawyer, and endowment monies. I recommend that the minimum personnel be paid out of state funds. If any county wishes to add more staff than the minimum funded by the state, they can do so but the funds must be provided from other than state monies.

Each Law Library Assistant (circuit riders) will report directly to one of the law librarians in charge of the two largest libraries. One half a day in each county law library per week, with a little more time in the larger libraries, should keep the library maintained, current, orderly and allow time to help lay people use the law library.

GRANT MONEY

Ms. Elizabeth Belshaw has informed me that there is a total of \$25,000 left in the LEAA grant which has funded work on the county law library project. I believe the balance of this grant, which must be used before December 31, 1979, can best be spent in the following manner:

1. 16 libraries desperately need to be weeded and reorganized. A team of three students, Edith and myself can, with a rented truck, travel to each of these law libraries to weed the collection and to help reorganize. The following county law libraries must be visited:

Aroostook-Houlton
Aroostook-Caribou
Cumberland (not to weed, but cart away superseded and duplicate books)
Franklin
Hancock
Kennebec
Knox
Lincoln
Rumford
Penobscot
Piscataquis
Sagadahoc
Somerset
Waldo
Washington
York

I estimate that doing one library per day (renting truck and paying students) will cost \$300.00
\$300 x 16 \$4,800

2. Drafting final state legislation \$ 250
3. L.D. 1032 did not result in an increase in the statutory funding for any county law library. The amount appropriated will only pay debts already incurred (and fall somewhat short on that score). For most libraries to exist through fiscal 1979/80 will necessitate cancellation of some subscriptions. I highly recommend that each county law library treasurer be required to submit a detailed accounting of expenditures for 1978/79. With this information the Committee (based on its adopted standard collections), make recommendations as to cancellations, fill-ins and sale of material to help offset any deficits. The cost of doing this can only be estimated at this time because the Committee has not yet adopted collection standards. Every effort should be made to fill-in missing sets and bring

collections to adopted minimum standards. Under my proposed collection standards, few libraries would have to purchase very many new titles, though they all need the Index to Legal Periodicals, I feel that this is an important acquisition to be made immediately. 15 (all but Cumberland and Androscoggin) libraries need this full set at \$720 for 8 volumes (from 1952 to 1976). A current subscription could be added in 1980/81. Penobscot County Law Library needs only 6 volumes to complete its set.

15 x \$720 =	\$10,800
1 x \$540 =	<u>\$ 540</u>
	\$11,340

Index to Legal Periodicals	\$11,340
Other fill-ins/make up deficits	\$ 8,190

4. Typing and other clerical work involved in revising report and preparing additional information for the Committee

10 days @ \$5.00/hour	<u>\$ 500</u>
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Total	\$25,000
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Total	\$25,000
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RECOMMENDATIONS

FOR

1979/80

1. Require by September 1, 1979, a full statement of monies spent by each county law library in prior year.
2. Write letter explaining that there is no more money from the state for fiscal 1979/80. Make suggestions as to sale of currently held material and/or cancellation of some continuations. Encourage any person from a county law library to contact Penny Hazelton and/or Edith Hary for suggestions for cancellation/sale.
3. Require by October 1, 1979, cancellation of subscriptions in each law library so no deficit will exist at the end of fiscal 1979/80.
4. Require positive proof that cancellations have been made so no deficit will exist.
5. Rewrite grant - See pages 37 and 38 for details.

(a) so as to allow Edith and I to travel to most counties to help weed and reorganize the collections. This must be done as soon as possible for maximum effect. I estimate the cost of this effort to be \$300/day. \$ 4,800

(b) Drafting final state legislation \$ 250

(c) Typing and other clerical work \$ 500

(d) Purchase of Index to Legal Periodicals
v. 14-17 \$ 5,040
(1964-1976)
\$360 each x 14

*(e) Replace the following National Reporter System, first series, with fiche in Cumberland County and Penobscot County

Pacific Reporter 1st, \$1,950 each	\$ 3,900
Southern Reporter 1st, \$1,300 each	\$ 2,600
Southwestern Reporter 1st, \$1,950 each	\$ 3,900

(This represents a space savings of 95 linear feet/library)

(f) Buy ultrafiche reader-printer for Cumberland County and Penobscot County, \$1,500 each \$ 3,000

** (g) Pay for one half-time person to maintain and organize the Penobscot County Law Library \$ 2,000

Total \$25,990

*This purchase of the microfiche will help alleviate severe space problems in Cumberland and Penobscot County Law Libraries. It's purchase will benefit the entire system of county law libraries and the entire legal community in Maine. The more shelf space each of these libraries has, the better service they can render to the entire state of Maine.

The proceeds from the sale of the hardcopy can be put into a fund to be administered by the advisory committee. In each case, since grant monies are being used to replace the hardcopy, each library should be willing to put the proceeds into a common pot.

**Though there is little likelihood that anything can be done about staff needs in Penobscot County this year, I would suggest that the committee try to fund a part-time librarian for this library which desperately needs assistance.

RECOMMENDATIONS

1979/80

FUNDING

1. No library should subscribe to both CJS and Am.Jur.2d. Cancel one encyclopedia and sell it.
2. Cancel all digests except West's General Digest and the Maine Key Number Digest.
3. All libraries who have a continuing subscription to California Reporter should cancel it immediately. Sale of this set may help offset the deficit.
4. Subscriptions to Pacific Reporter, 2d; Southwestern Reporter, 2d; Southern Reporter, 2d; Southeastern Reporter, 2d; New York Supplement, 2d; Northwestern Reporter, 2d should be examined carefully for real need. Approximately \$1,700 can be saved annually by canceling all of these sets.
5. Cancel Regional Shepard's Citators for the reporters canceled.
6. Cancel expensive Matthew-Bender treatises which get little use. Sell, or donate, or clearly mark non updated treatises.
7. Attempt to sell sets of National Reporter, 1st series, to West or on used book market to offset deficit, especially where space is a problem.
8. Sell old official state reports to offset deficit.
9. Cancel subscriptions and sell Am.Jur. Trials, Am.Jur. Proof of Facts, Am.Jur. Legal Forms, 2d and Am.Jur. Pleading and Practice Forms, Revised.

<u>Minimum Savings</u>	<u>West's Federal Practice Digest, 2d</u>	\$150.00
	<u>Atlantic Digest, 2d</u>	\$120.00
	<u>CJS</u>	\$200.00
	<u>Am.Jur. 2d</u>	\$175.00
	<u>California Reporter</u>	\$180.00
	<u>Pacific Reporter, 2d</u>	\$360.00
	<u>N.W. Reporter, 2d</u>	\$219.00
	<u>Southern Reporter, 2d</u>	\$310.00
	<u>Southwestern Reporter, 2d</u>	\$291.00
	<u>Southeastern Reporter, 2d</u>	\$208.00
	<u>N.Y. Supplement, 2d</u>	\$170.00
	<u>Regional Shepard's Citations</u>	\$ 85.90/ea.
	<u>U.S. Supreme Court Digest, L.Ed.</u>	\$ 50.00
	<u>U.S. Supreme Court Reports, L.Ed.</u>	\$120.00
	<u>Supreme Court Reporter</u>	\$ 68.00
	<u>Federal Rules Decisions</u>	\$ 52.50
	<u>U.S. Supreme Court Digest</u>	\$ 60.00
	<u>ALR Federal</u>	\$155.00